



2004 BUSINESS

Environmental Purchasing and Sustainability Awards

Presented by the Commonwealth of Massachusetts
Operational Services Division,
Executive Office of Environmental Affairs and
Department of Environmental Protection

What is the Massachusetts Environmental Purchasing and Sustainability Award?

The Environmental Purchasing and Sustainability Awards is a public service awards program sponsored by the Commonwealth of Massachusetts' Operational Services Division in cooperation with the Executive Office of Environmental Affairs, and Department of Environmental Protection, for the purpose of recognizing outstanding efforts in purchasing EPPs and other sustainable practices among businesses awarded on Commonwealth of Massachusetts statewide contracts.

What is Different about This Year's Award?

Over the past few years, the scope of environmental activities implemented by businesses has extended beyond purchases of recycled content and other EPPs to include such new initiatives as green house gas emission reduction, waste minimization and other sustainable practices. To better address these new developments, the annual awards program will broaden its scope to include a variety of other sustainable practices. While it is desirable that every application continue to document recycled and EPP purchasing, we encourage the applicants to address other sustainable practices as well.

Who Should Apply?

Eligible entries include businesses that offer environmentally preferable products through a MA statewide contract and are represented as an exhibitor at the EPP Vendor Fair and Conference on October 26, 2004 in Worcester, MA. Both distributors and manufacturers are eligible, as well as vendors providing commodities or services.

What are Sustainable Practices?

Entities considering applying should have made a significant effort in implementing initiatives in one or more of the following areas:

- Purchasing of recycled and environmentally preferable products (EPPs),
- Climate protection and energy efficiency,
- Waste reduction and recycling,
- Reduction or elimination of use of mercury and persistent bioaccumulative toxins (PBTs),
- Sustainable design and construction,
- Water conservation,
- Natural resource protection.

Why Should You Apply?

Receiving a Commonwealth Environmental Purchasing and Sustainability Award gets you public recognition for your achievements in the EPP purchasing and sustainability arenas. Such recognition may give you a competitive edge among state, local and institutional buyers and foster a positive image of your organization.

When Will the Award Be Presented?

The Commonwealth Environmental Purchasing and Sustainability Award will be presented at the 10th Annual EPP Vendor Fair and Conference, to be held this year on **October 26, 2004**, at Worcester's Centrum Centre, in Worcester, MA.

Application/Nomination Instructions

To apply, complete and return the attached form, with particular attention to the description of program summary. Individuals may enter their own agency/municipality/school for an award, and/or nominate another entity.

All entries must be submitted no later than September 24, 2004 to the address indicated.

Printed on recycled paper with a minimum of 30% post-consumer content



AWARD CRITERIA

Some or all of the following criteria will be considered in evaluating nominations.

- ♦ **Sustainable practices.** Introducing sustainable practices into overall business operations, such as those that may address:
 - Climate protection and energy efficiency,
 - Waste reduction and recycling,
 - Reduction or elimination of use of mercury and persistent bioaccumulative toxins (PBTs),
 - Sustainable design and construction,
 - Purchasing of recycled and environmentally preferable products (EPPs) and
 - Water conservation.
- ♦ **Environmental marketing.** Including environmental attributes in the marketing materials produced and distributed to the Commonwealth buyers beyond what may be required by the terms of the statewide contract.
- ♦ **Policy development.** Adoption of a formal Sustainability Plan, Buy Recycled and / or EPP Purchasing Policy, Climate Protection Plan, Water Conservation Initiative and/or other such programs at either the corporate or local level. (Please attach a copy of the policy).
- ♦ **Cost savings.** Taking significant steps to work with buyers to increase their EPP purchases particularly
- ♦ **Certifications.** Obtaining a company environmental certification from a 3rd party certifier, such as ISO 14001.
- ♦ **Proactive steps.** Offering EPPs on the state contract that exceed the contractual criteria or developing new procedures offered as part of the state contract that have led to reduced environmental impacts.
- ♦ **Innovation/creativity of effort.** Incorporating environmental and or sustainable initiatives into business operations that are not required by the terms of a state contract
- ♦ **Tracking.** A comprehensive method of tracking the implementation of sustainable practices and their benefits (e. g. energy and water savings, recycled / EPP purchases).
- ♦ **Linking environmental purchasing and sustainability.** Incorporating sustainability considerations into purchasing decisions through considering use and disposal costs at the time of purchase, purchases that address more than one sustainable practice areas above.
- ♦ **LEED.** Offering products / services that qualify for LEED credits.

NOMINATION FORM

Business being nominated: _____

Contact person: _____

Address: _____

Phone/Fax: _____

Email: _____

Name of Person and Organization Responsible for the nomination (if different from above): _____

PROGRAM SUMMARY: Please attach a separate sheets describing the applicant's or nominee's (if different from applicant) efforts in the areas of environmental purchasing and sustainability satisfying the award criteria above. Please include such specific information as the specific tracking data, savings information, specific project locations, name(s) of person(s) to contact for more information, and any other pertinent details.

All entries must be submitted no later than September 24, 2004, to Marcia Deegler, OSD, One Ashburton Place, Rm 1017, Boston, MA; email marcia.deegler@osd.state.ma.us or fax 617-727-4527. For questions or more information, please call (617) 720-3356.